United Nations ST/IC/2011/13

Secreta

2 May 2011

# Information circular*

To: Members of the staff

From: The Assistant Secretary-General for Human Resources Management

Subject: **Rates of daily subsistence allowance in New York, Geneva and Vienna**

1. Pursuant to section 2.2 of administrative instruction ST/AI/1998/3, on the system of daily subsistence allowance, the purpose of the present circular is to inform the staff of the schedule of rates of daily subsistence allowance applicable to the above-mentioned duty stations and their effective dates, as set out in the annex to the present circular.

2. The schedule set out in the annex replaces the schedule contained in the annex to information circular ST/IC/2010/9 of 5 Fe ruary 2010.

* The present circular, which cancels and supersedes information circular ST/IC/2010/9 of 5 February 2010, will be in effect until further notice.



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# Annex

## Rates of daily subsistence allowance at Headquarters, Geneva and Vienna

| | *Headquarters*[a] *(US$ per day)* | | *Geneva*[a] *(SwF per day)* | *Vienna (€ per day)* |
|---|---|---|---|---|
| (i) *First 60 days*, consecutive or otherwise, at the temporary duty station, all staff: | | | | |
| | *First 30 days* | *Next 30 days* | | |
| Standard year-round rate | 378 | 321 | 389 | 226 |
| Special hotels, January-August[b] | 451 | 383 | | |
| Special hotels, September-December[c] | 530 | 451 | | |
| (ii) *During the next 60 days*, consecutive or otherwise, at the temporary duty station, all staff: | | | | |
| Standard year-round rate | 252 | | 292 | 170 |
| Special hotels, January-August[b] | 301 | | | |
| Special hotels, September-December[c] | 353 | | | |
| (iii) *After 120 days*, consecutive or otherwise, at the temporary duty station, all staff: | | | | |
| Standard year-round rate | 189 | | 233 | 136 |
| Special hotels, January-August[b] | 226 | | | |
| Special hotels, September-December[c] | 265 | | | |

[a] Effective 1 January 2011.

[b] The hotels in this category are the Affinia Shelburne; Courtyard New York Manhattan/Midtown East, Grand Hyatt, Kimberly; New York Helmsley, Roger Smith and San Carlos.

[c] The hotels in this category are the Affinia Shelburne, Beekman Tower, Courtyard New York Manhattan/Midtown East, Eastgate Tower, Grand Hyatt, Kimberly, Millennium UN Plaza, New York Helmsley, Roger Smith and San Carlos.